

**GOVERNOR'S COMMITTEE FOR THE PURCHASE OF  
COMMODITIES AND SERVICES FROM THE HANDICAPPED**

P.O. Box 745  
Institute, WV 25112

**Minutes**

**August 25, 1999**

**Small Conference Room  
West Virginia Rehabilitation Center  
Institute, West Virginia**

The meeting of the Committee for the Purchase of Commodities and Services from the Handicapped was called to order by Chairman, Leroy Dixon. In attendance were Linda Maniak, Trudy Oliver, Debra Bensey, Steve King, Tom Bell, Jack McComas, Chris Miller, & Dee Wilder. Michael Cormier as guest. Absent from the meeting were Curt Curtis & Janice Holland.

**Approval of Minutes of Previous Meeting:** Jack McComas made a motion to approve the June minutes. The Committee did not meet during the month of July. Tom Bell seconded the motion; motion carried.

**Report of Chairman:** Lee Dixon, Chairman had no new information.

**Financial Report:** The new budget report reflects a beginning balance \$4,656.00.

**Report of Executive Secretary:** No report.

**Report of the WARF Executive Director:** Steve King distributed a letter that was drafted to the governor regarding wages to be evaluated by the Committee. Steve reported the meeting on July 13 was not that productive as far as action to be taken by state government officials. However, a list of additional landlords was provided to Debbie & Steve. Both have met with Buchannon building manager and a proposal was prepared. An additional meeting is scheduled regarding these buildings.

Steve King distributed a letter in draft format for the committee to review regarding wages for contract employees.

Steve reported the Department of Health & Human Resources is moving to the Diamond Building November, 1999. Information of state use interest in this building was discussed.

Tom Bell suggested consideration of one contract should include a paragraph of janitorial services provided by WARF and a separate letter should be mailed to governor expressing that this committee is concerned.

The agency has the option to have their own building instead of building through General Services.

The Pre-Sort hearing was held July 8. Judge McQueen ruled in favor of State Use and the work has been returned, however, training has not been considered. Steve will bring a copy of the judge's rule to share with this Committee on September 22, 1999.

Chairman: **Lee Dixon**

Members: **Linda Maniak, Janice Holland, Tom Bell, Jack McComas, Trudy Oliver**

Ex Officio Members: **Curt Curtis**, Executive Secretary

**Stephen R. King**, Executive Director, West Virginia Association of Rehabilitation Facilities

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**Old Business:**

Chris Miller reported giving Curt Curtis an update on August 6 of contracts that did not have a Purchase Order totaling \$133,000. Curt wrote a letter to the assistant director of general services to bring this to their attention. The letter was mailed on August 11. The correction took place August 20. Current purchase order total is only \$50,000.

**New Business:**

Possibility of obtaining the Diamond Building under State Use looks good.

**Contract Presentation from CNA:** Contracts were discussed. Contract renewals with increases included Air Quality, EPA - Logan; EPA - Nitro; and Insurance Commission. New contracts are DOH - Gary; Parkway Authority - Administration Building; and DHHR - Signage.

Tom Bell made a motion to approve all contracts. Jack McComas seconded the motion; motion carried.

No further business to discuss, Jack McComas made a motion to adjourn the meeting; Tom Bell seconded the motion; motion carried.

**The time and place for the next meeting is September 22, 1999; 10:00 - 12:00; Small Conference Room at the Institute Complex.**

  
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Deloris Wilder, Recorder